



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Martin O'Malley, Governor • Anthony G. Brown, Lt. Governor
Beverly K. Swaim-Staley, Secretary • Ralign T. Wells, Administrator

M E M O R A N D U M

TO: Private, Non-Profit Service Organizations, Government Agencies and Tax-Exempt Faith-Based Agencies in the State of Maryland

FROM: Beth Kreider
Director, Office of Local Transit Support

DATE: November 16, 2011

SUBJECT: Section 5310 and Senior Rides Program Informational Meetings

The Maryland Department of Transportation/Maryland Transit Administration (MDOT/MTA) is pleased to announce the availability of funding from the U.S. Department of Transportation /Federal Transit Administration (FTA) for Section 5310 capital funds for Non-Profit Organizations and the availability of State funds for the Senior Rides Program (SRP).

HOW TO RECEIVE SECTION 5310 AND SENIOR RIDES PROGRAM (SRP) APPLICATION PACKAGES

The application packages for Section 5310 and SRP will be available at any of the meetings listed on the attached schedule or by contacting the Program Manager(s). They will also be available on the TAM website @ <http://taminc.org> after December 12, 2011.

Applicants, both existing recipients and new, are strongly encouraged to attend one of the program/application meetings. Anyone may attend any meeting; however, it is recommended that each applicant sends no more than two (2) representatives.

No requests for Section 5310 applications will be honored before December 2, 2011 or after January 13, 2012.

DEADLINE FOR SUBMITTING SECTION 5310 AND SRP APPLICATIONS

Completed applications for Section 5310 funds must be submitted to the Maryland Transit Administration by **May 4, 2012, 4:00 p.m.**

Completed applications for SRP funds must be submitted to the Maryland Transit Administration by **March 23, 2012, 4:00 p.m.**

ELIGIBLE SECTION 5310 PURCHASES

The Federal grant funds awarded under the Section 5310 program provide financial assistance for purchasing capital equipment to be used to transport elderly individuals and individuals with disabilities. Eligible capital purchases may include but are not limited to:

- bus, and paratransit vehicles
- radios and communications equipment
- wheelchair lifts and restraints
- vehicle rehabilitation
- computer hardware and software
- spare parts with a unit cost over \$300 and a useful life of more than one year
- preventative maintenance

THE APPLICANTS FINANCIAL COMMITMENT

The Section 5310 grant provides 80% of the cost of the equipment purchased. The remaining 20% will be provided by the applicant organization. The 20% must be provided in cash by the applicant organization from non-Federal sources, except where specific legislative language permits Federal funds to be used to match other Federal funds. Some examples are Community Development Block Grants and Appalachian Regional Commission funds.

GENERAL GUIDELINES FOR SECTION 5310 FUNDS

These funds are intended to help provide accessible transportation service for elderly individuals and individuals with disabilities, where existing service is unavailable, insufficient or inappropriate. Section 5310 supplements other Federal Transit Administration programs and must be coordinated with those programs and with transportation programs funded by other Federal and State sources.

Section 5310 funds may not be used to support services that compete with public transit or private-for-profit providers, or to provide transportation for school children. Certain standard requirements of Federal programs apply, including: Title VI Civil Rights, Minority Business Enterprise, Equal Employment Opportunity, Non-discrimination on the Basis of Handicap, and all Office of Management and Budget Requirements.

If you have any questions, please contact Travis Johnston at the MTA on 410-767-8356 or via email at tjohnston@mta.maryland.gov.

ELIGIBLE APPLICANTS FOR SENIOR RIDES PROGRAM FUNDS

Government agencies, non-profit entities and faith-based agencies that provide transportation services and are exempt from taxation under § 501 (c) of the Internal Revenue Code are eligible to receive SRP funding.

THE APPLICANTS FINANCIAL COMMITMENT

Project Funding and Local Match Requirements

It is anticipated that in FY 2012, the MTA will award grants totaling \$100,000 in State funds. For each grant, the successful applicant is required to provide a minimum 25% match. This means that at least 25% of the total operating costs associated with providing door-to-door transportation services for low-income to moderate-income seniors must be funded through local sources. The local sources must be cash sources. In-kind services may not be used for local match. For example, volunteer services are not an eligible match asset.

GENERAL GUIDELINES FOR SRP FUNDS

In order to be eligible for a Maryland Senior Rides grant, the proposed project must

- Provide door-to-door transportation for low-income to moderate-income seniors who have difficulty accessing or using other existing transportation services.
- Use primarily volunteer drivers who drive their own vehicles.
- Use a dispatching system to respond quickly to requests from eligible seniors for door-to-door transportation.
- Use a geographic area for which door-to-door transportation is provided. Note that service may be provided to eligible seniors who do not reside in the geographic area as it is defined in the application, so long as service is not diminished to seniors who do reside in the target geographic area.

If you have any questions, please contact Latrina Trotman at the MTA on 410-767-7272 or via email at Ltrotman@mta.maryland.gov

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**SECTION 5310 AND MARYLAND SENIOR RIDES PROGRAMS APPLICATION
MEETINGS SCHEDULE**

The following meetings have been scheduled to review and distribute the Section 5310 and Maryland Senior Rides Program application packages. Please attend the meeting that best suits your schedule and area.

A REPRESENTATIVE OF EACH APPLICANT IS STRONGLY ENCOURAGED TO ATTEND ONE MEETING

Friday, December 2, 2011

10:00 a.m. – 11:30 a.m. (Section 5310)

11:30 a.m. – 12:30 p.m. (SRP)

Chesapeake College

(AUD-01, Todd Performing Arts Center)

1000 College Circle

Wye Mills, MD 21679

Directions can be found at

www.chesapeake.edu

Tuesday, December 6, 2011

10:00 a.m. – 11:30 a.m. (Section 5310)

11:30 a.m. – 12:30 p.m. (SRP)

Dept. of Health & Mental Hygiene

The Potomac Center

1380 Marshall St.

Hagerstown, MD 21742

Directions can be found at

www.ddamaryland.org/potomac

Wednesday, December 7, 2011

10:00 a.m. – 11:30 a.m. (Section 5310)

11:30 a.m. – 12:30 p.m. (SRP)

Tri-County Council for Southern Maryland

15045 Burnt Store Road

Route 231 West and Route 5

Hughesville, MD 20637

Directions can be found at

www.tccsmd.org

Thursday, December 8, 2011

10:00 a.m. – 11:30 a.m. (Section 5310)

11:30 a.m. – 12:30 p.m. (SRP)

Baltimore Metropolitan Council

The Offices at McHenry Row

1500 Whetstone Way

Suite 300

Baltimore, MD 21230

Directions can be found at

www.baltometro.org

NOTE: In case of inclement weather, please phone 410-767-3790 for meeting confirmation.